

Utilities Coordinating Working Group

Design Phase Utility Coordination Subcommittee Meeting

(Senate Concurrent Resolution 48)

Tuesday, October 29, 2109

DelDOT Administration Building, 800 Bay Road, Dover, DE
Delaware Conference Room

MEETING MINUTES

Approved 11/12/19

MEMBERS PRESENT:

Laszlo Keszler	DPL Gas	absent
Garth Jones	Chair, Chesapeake Utilities	present
Eric Cimo	Dept of Transportation Utilities Engineer	present
William Whitaker	Delmarva Power Corporation	present
Mark Parker	Eastern Shore Natural Gas	present
Alan Marteney	Century Engineering/ACEC-DE	present
Wayne Tyler	Artesian Water Company	absent
George Zang	Verizon	present
Greg Coury	TUI	present
Rick Kerfoot	Comcast	present
Mark Whitfield	DEMEC	present
Chris Potter	Delmarva Trans	present
Troy Dickerson	Delaware Electric Cooperative	present
Caroline Trueman	FHWA	present

OTHERS PRESENT: Meaghan Barna (DelDOT), Jason Hastings (DelDOT), Shante Hastings (DelDOT), Rick Manchester (Comcast), Tony Rutherford (DEC), Aimee String (DelDOT)

- I. Welcome and Introductions: The meeting was called to order at 10:00 AM by Garth Jones. The committee members introduced themselves.
- II. Review and Approval of Minutes: The committee reviewed the meeting minutes from the October 15, 2019 meeting. Mr. Cimo made a motion, seconded by Mr. Parker to approve the minutes as written. By unanimous vote, the motion carried.
- III. Continued Discussion of DelDOT's Existing Design/Coordination Process: The committee discussed the work that still needed to be completed to address some of the systemic issues in the utility process, including accountability. The committee agreed that more work and time would be needed to redefine the process, but acknowledged they could identify high level recommendations to present to the full working group. The committee discussed including a recommendation that DelDOT refine their process and develop a tracking and accountability system. It was noted the problems experienced are not solely a

utility issue, as there are often other mitigating factors and all parties need to be held accountable.

The committee discussed the idea of financial accountability for utility companies, offering financial incentives, and encouraging utility companies to evaluate their available resources based on the Department's 5 year Capital Transportation Plan (CTP).

- IV. Develop Recommendations for Process Improvements: Mr. Cimo noted the internal DelDOT meeting would be held the following day. He will work with Mr. Jones to begin drafting the recommendations the committee has identified thus far and will provide a draft in advance of the next meeting on 11/12/19.
- V. Action Items/Future Meetings: The next meeting will be held November 12, 2019.
- VI. Public Comment: There was no public comment.
- VII. Adjournment: The meeting adjourned at 10:55 a.m.